



Locked Bag 22, (184 – 194 Bourke Street)
 GOULBURN NSW 2580
 Phone: 4823 4444

Office use only	
Date Received:	_____
Response Issued:	_____

HERITAGE MINOR WORK & MAINTENANCE EXEMPTION FORM

This form may be used to notify Council in writing before any minor works and/or maintenance is carried out; to a heritage item, or a building, work, relic or tree within a heritage conservation area under Clause 5.10(3) of the [Goulburn Mulwaree Local Environmental Plan 2009](#). Completion of this form does not imply Councils in-principle support nor approval of the proposed works. The intention of the form is to provide a format for requests for exemption from the need for development consent.

NOTE: It is recommended that contact be made with Council’s Landscape and Heritage Planner for advice prior to lodgement of this form.

PART 1. APPLICANT DETAILS		
Title	Given Name/s	Family Name
<input type="checkbox"/> Email outcome OR	Email Address:	
<input type="checkbox"/> Post outcome	Postal Address	
Contact number	Phone:	Mobile:
PART 2. DETAILS OF THE PROPERTY WHERE THE WORK IS PROPOSED TO BE CARRIED OUT		
Lot Number:	DP or SP Number:	
Address:		
Site is a heritage item:	Site is located within a heritage conservation area:	
Have you consulted with Councils Heritage Planner?		
PART 3. SUPPORTING DOCUMENTS		
I have attached the following documents to support this heritage minor works and/or maintenance request:		
<input type="checkbox"/> Plans <input type="checkbox"/> Photographs (can include current photographs of heritage item/area of works/proposed replacement materials) <input type="checkbox"/> Samples of materials, finishes and colours/colour scheme <input type="checkbox"/> Product flyer/s of proposed new finishes/materials <input type="checkbox"/> Details of the area affected by the development		

MINOR WORK AND MAINTENANCE EXEMPTION FORM

PART 4. PROPOSED WORKS

Describe in detail, the full extent of the proposed works. The following information is essential and should include details of the existing materials, proposed replacement materials, finishes, colours, make/brand of paint scheme or materials.

If you require more space, please attach a separate sheet describing the full extent of the proposed works.

Would the proposal adversely affect the heritage significance of the heritage item or heritage conservation area?

PART 5. LODGEMENT

You can submit this form by email, mail or in person.

Email: council@goulburn.nsw.gov.au

Mail: Goulburn Mulwaree Council
Locked Bag 22
Goulburn NSW 2580

In Person: Civic Centre
184 – 194 Bourke Street
Goulburn NSW 2580

Council collects personal information only for a lawful purpose that is directly related to Council's planning functions and activities. For further information please contact Council's Privacy Officer or refer to Council's Privacy Management Policy at www.goulburn.nsw.gov.au